

# State Board of Finance Minutes

Tuesday, December 17, 2019  
2:00 p.m.

Governor's Small Conference Room  
Capitol Building

**Board members present:** Katie Hruska, Office of the Governor; Jason Lutz, Office of the Secretary of State; Ann Holzhauser, Office of the Attorney General; Marianne Gabriel, Office of the State Auditor; Josh Haeder, State Treasurer; Leah Svendsen, Bureau of Administration; and Colin Keeler, Bureau of Finance and Management. Guests included: Kayla Dowling, Office of the Secretary of State; Chris Petersen, South Dakota Game, Fish, and Parks; and Ashley Waibel, Department of Agriculture.

**Call to order:** Katie Hruska called the meeting to order at 2:01 p.m.

**Agenda:** A motion was made by Jason Lutz and seconded by Leah Svendsen to approve the agenda. A voice vote was taken, and the motion carried.

**Minutes:** A motion was made by Josh Haeder and seconded by Jason Lutz to approve the minutes from the November 19, 2019 meeting. A voice vote was taken, and the motion carried.

**Professional Recruitment:** A motion was made by Colin Keeler and seconded by Leah Svendsen to approve the following Professional Recruitments. A roll call vote was taken, and the motion carried unanimously.

- Department of Corrections
  - Tiffany Schultz
- Department of Education
  - Che Victor Fon
- Department of Health
  - Irene Aplan
- South Dakota School of Mines & Technology
  - Seth C. Nichols
- University of South Dakota
  - Lori Costello
  - Ryan Antony

**State Hosting Reimbursement Requests – SDCL 3-9-2.1:** A motion was made by Colin Keeler and seconded by Josh Haeder to approve the following State Hosting Reimbursement Request. Discussion was held regarding the excess tip calculation. It was determined that the amount of the request including the tip would be \$55.19. A roll call vote was taken, and the motion carried unanimously.

- Governor's Office of Economic Development
  - Eric Siemers

A motion was made by Jason Lutz and seconded by Colin Keeler to approve the following State Hosting Reimbursement Request. A roll call vote was taken, and the motion carried unanimously.

- Department of Tourism
  - Jacey Jessop

A discussion was held regarding the following State Hosting Reimbursement Request. It was determined that the request was on the incorrect form and should have been submitted as a Home Station Reimbursement Request. A discussion was held, and the request had all the required supporting documentation for a Home Station Reimbursement, so a motion was made by Colin Keeler and seconded by Leah Svendsen to approve the submitted request as a Home Station. A roll call vote was taken, and the motion carried unanimously.

- Department of Tourism
  - Patrick Baker

NOTE: *This meeting is being held in a physically accessible place. Individuals needing assistance, pursuant to the Americans with Disabilities Act, should contact the Secretary of State's Office at (605) 773.3537 in advance of the meeting to make any necessary arrangements.*

**Home Station Reimbursement Requests – SDCL 3-9-2.2:** A motion was made by Josh Haeder and seconded by Colin Keeler to approve the following Home Station Reimbursement request. A roll call vote was taken, and the motion carried unanimously.

- Department of Agriculture
  - Supervisor training held in Fort Pierre on October 7, 2019.
  - Checkoff meeting with Board & Commission staff held in Fort Pierre on October 24, 2019.
  - Department of Agriculture all-staff meeting held in Fort Pierre on November 13, 2019.
  - Department of Agriculture director's retreat and strategic planning meeting held in Fort Pierre on October 8, 2019.
- Department of Education
  - South Dakota Advisory Panel for Children with Disabilities meeting held in Fort Pierre on September 19, 2019.
  - Title I Director's Workshop held in Pierre on September 25-26, 2019.
- Department of Labor and Regulation
  - Leadership meeting held in Fort Pierre on October 29, 2019.
- South Dakota Retirement System
  - SDRS Retirement Board meeting held in Fort Pierre on December 5, 2019.

A motion was made by Jason Lutz and seconded by Leah Svendsen to deny the following Home Station Reimbursement request due to the meeting not extending entirely through the required meal time in order to qualify for reimbursement. A roll call vote was taken, and the motion carried unanimously.

- Department of Environmental and Natural Resources
  - Working lunch between Game, Fish, and Parks, Department of Agriculture and Department of Environmental and Natural Resources held in Pierre on November 20, 2019.

A motion was made to defer the following Home Station Reimbursement Request until next month's meeting by Katie Hruska and seconded by Jason Lutz. The time indicated on the form did not match the time listed on the agenda, so clarification from the department was requested. A roll call vote was taken, and the motion carried unanimously.

- Department of Game, Fish, and Parks
  - Team working lunch meeting held in Pierre on November 20, 2019.

A motion was made to approve the following Home Station Reimbursement Request by Colin Keeler and seconded by Leah Svendsen. A roll call vote was taken with an abstention from Jason Lutz and the motion carried.

- Office of the Secretary of State
  - County Auditor training workshop held in Pierre on November 6-7, 2019.

**Action Items:** A motion was made by Josh Haeder and seconded by Colin Keeler to approve the following action items. A roll call vote was taken, and the motion carried unanimously.

- Excess in-state rate lodging request from Department of Social Services for Sara Spisak's stay in Pierre on October 28, 2019.
- Excess in-state rate lodging request from the Board of Regents for Erica Boomsma's stay in Vermillion on November 17-18, 2019.
- Department of Agriculture request for reimbursement for Loren Noess's lodging in Huron during the South Dakota State Fair August 28, 2019 through September 2, 2019.
- Department of Agriculture request for reimbursement for Gary Sharp's stay in Huron during the South Dakota State Fair August 27, 2019 through September 2, 2019.
- Department of Corrections request for excess in-state lodging approval for Jeremy Wendling's stay in Yankton on November 9, 2109.

- Department of Transportation request for approval for the snow removal crew from Murdo that needed to stay in town during the weekend of November 29-30, 2019 for a blizzard that caused I-90 to close.

**Public Comment:** No public comment.

**Adjournment:** A motion was made by Josh Haeder and seconded by Marianne Gabriel to adjourn the meeting. The meeting was adjourned at 2:24 p.m.

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Steve Barnett, Secretary of State